



LOS ANGELES COUNTY COMMISSION ON HIV

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While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

OPERATIONS COMMITTEE MEETING MINUTES November 20, 2008

Approved
1/15/09

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/ CONSULTANTS
Mike Johnson, <i>Co-Chair</i>	Nettie DeAugustine, <i>Co-Chair</i>	Marcos Aviles	None	Jane Nachazel
Michael Green	Al Ballesteros	Sergio Aviña		Craig Vincent-Jones
Ted Liso	Jim Chud			Nicole Werner
Dean Page	Natalie Sanchez			
Robert Sotomayor				

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Operations Committee Agenda, 11/20/2008
- 2) **Minutes:** Operations Committee meeting minutes, 10/16/2008
- 3) **Roster:** Los Angeles County Commission on HIV, 11/10/2008
- 4) **Matrixes:** Commission on HIV Nominations Scoring by Score and Alphabetical by Name, 9/9/2008
- 5) **Nominee Evaluation/Scoring Form:** Blank Form
- 6) **Commission Membership Application:** Marcos Aviles, 7/14/2008
- 7) **Commission Membership Application:** Sergio Aviña, 10/17/2008
- 8) **Commission Membership Application:** Anthony Braswell, 10/18/2008
- 9) **Commission Membership Application:** Ruel Nollado, 6/20/2007
- 10) **Commission Membership Application:** Everardo Orozco, 11/20/2008
- 11) **Matrix:** Assessment of the Administrative Mechanism, 7/16/2008

1. **CALL TO ORDER:** Mr. Johnson called the meeting to order at 12:55 pm.
2. **APPROVAL OF AGENDA:**
MOTION #1: Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**
MOTION #2: Approve the October 16, 2008 Operations Committee meeting minutes, as presented (*Passed by Consensus*).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
7. **CO-CHAIRS' REPORT:** There was no report.
8. **OPEN NOMINATIONS PROCESS:**
 - A. **Candidate Interviews:**
 - Marcos Aviles was interviewed for a consumer seat on the Commission. He is active in his SPA #1 CAB, as well as consumer groups in the community. He has attended Commission meetings since 2005.
 - It was agreed that his application be held pending a review of open seats available on the Commission.

Operations Meeting Minutes

November 20, 2008

Page 2 of 2

- Dr. Green noted the scoring sheet did not address representation within a SPA.
- Sergio Aviña was interviewed for the Provider SPA #4 seat. His background includes membership on the Prevention Planning Committee (PPC). He has spent twelve years in the community and now runs various JWCH Institute programs including research evaluation, HIV prevention, and case management. The Committee moved to nominate Sergio Aviña to the SPA #4 Provider seat.
- ➡ Review the scoring sheet and add population representation.

B. Member Nominations:

- Mr. Vincent-Jones reminded the Committee that candidates do not compete directly for a seat, but are nominated for seats based on their scores and vacant seats for which they are eligible.
- Renewal applications were scored for Anthony Braswell, Ruel Nollado, and Everardo Orozco.
- With Sergio Aviña moving into the SPA #4 seat, the membership roster was reviewed to identify other possible seats for Mr. Nollado, but none were currently available.
- Mr. Liso asked about his alternate seat. Mr. Vincent-Jones said a move from alternate to full seat had been delayed so as not to worsen the demographic shortfall of Latino consumer members. Roster percentages are reviewed after new appointments.

➡ Honor Mr. Nollado for his years of service to the Commission.

MOTION #3 (Sotomayor/Page): Nominate Sergio Aviña to the Provider SPA #4 seat (*Passed by Consensus*).

MOTION #4 (Page/Liso): Nominate Anthony Braswell to the Consumer District #3 seat (*Passed by Consensus*).

MOTION #5 (Page/Liso): Nominate Everardo Orozco to the Consumer SPA #2 seat (*Passed by Consensus*).

C. Latino Recruitment: The item was postponed.

9. **COMPREHENSIVE TRAINING:** The item was postponed.
10. **ASSESSMENT OF THE ADMINISTRATIVE MECHANISM (AAM):** The Assessment of the Administration Mechanism (AAM) will be somewhat delayed because the County requires that it be re-solicited.
11. **CONSUMER CAUCUS:** The SPA #3 “Meet the Grantee” meeting will be held in January 2009. Alternative meeting possibilities were discussed—possibly a Saturday morning meeting or two meetings in east and west San Gabriel Valley—in order to accommodate consumer schedules and address geographic distances. OAPP staff will confirm the dates shortly.
12. **COMMITTEE WORK PLAN UPDATE:** The item was postponed.
13. **COMMISSION OPERATIONS:** The item was postponed.
14. **ORDINANCE REVISIONS:** The item was postponed.
15. **COMMITTEE ACTIVITIES:** The item was postponed.
16. **COMMUNITY RELATIONS:** The item was postponed.
17. **POLICIES AND PROCEDURES:** The item was postponed.
18. **NEXT STEPS:** The item was postponed.
19. **ANNOUNCEMENTS:** Mr. Page announced that the 6th Annual Hepatitis C Task Force would meet at the California Endowment 11/21/2008 from 9:00 to 5:00 pm.
20. **ADJOURNMENT:** The meeting was adjourned at 3:15 pm.